

**North Little Rock Planning Commission**  
**Regular Meeting**  
**May 10, 2016**

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Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:45 PM in the Council Chambers, City Hall.

**Members Present:**

Alexander  
Belasco  
Chambers  
Dietz  
Foster  
Harris  
Phillips  
White  
Clifton, Chairman

**Staff Present:**

Shawn Spencer, Director  
Tim Reavis, City Planner  
Bill Brown, City Attorney  
Keisa Stewart, Secretary

**Others Present:**

Marie Miller, Assistant City Attorney  
Alderman Baxter  
Alderman Witcher

**Approval of Minutes:**

Motion was made and seconded to approve the April meeting minutes as submitted. The minutes were approved with (7) affirmative votes.

**Administrative:**

Received a letter from Alderman Taylor concerning Rezone 2016-3 on the agenda.

**Subdivision Administrative:****A. SD2016-14      ATT Industrial Addition, Lot 1R (Site Plan Review of a 30 ft. Cell Tower at 2207 Central Airport Rd.)**

- 1. Permit requirements/approvals before a building permit will be issued:**
  - a. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
  - b. Prior to construction, Owner's Architect/Engineer shall submit approved, construction plans and specifications (PDF format) to the City Engineer.
  - c. Provide the landscaping/irrigation in-lieu fee of \$5000 due to the interior location of the tower on an industrial site.
- 2. Meet the requirements of the City Engineer.**
- 3. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Allow footprint area less than 5625 square feet.
  - c. Allow existing site fence to serve as footprint fence.
- 4. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 5. Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
  - b. Meet Fire Marshal's requirements on fire hydrant location.
- 6. Meet the requirements of CAW, including:**
  - a. Water is available to the site.
- 7. Meet the requirements of NLR Wastewater, including:**
  - a. Sewer is available to the site.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

**B. SD2016-15      Transmontaigne Addition, Lot 1 (Site Plan Review of a 120 ft. Cell Tower at 2725 Central Airport Rd.)**

- 1. Permit requirements/approvals before a building permit will be issued:**
  - a. Provide letter from BOA on approved height variance.
  - b. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
  - c. Prior to construction, Owner's Architect/Engineer shall submit approved, construction plans and specifications (PDF format) to the City Engineer.
  - d. Provide the landscaping/irrigation in-lieu fee of \$5000 due to the interior location of the tower on an industrial site.
- 2. Meet the requirements of the City Engineer.**
- 3. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Allow footprint area less than 5625 square feet.
  - c. Allow existing site fence to serve as footprint fence.
- 4. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.

- 5. Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
  - b. Meet Fire Marshal's requirements on fire hydrant location.
- 6. Meet the requirements of CAW, including:**
  - a. Water is available to the site.
- 7. Meet the requirements of NLR Wastewater, including:**
  - a. Sewer is available to the site.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

**C. SD2016-17      Carrie F. Brooks, Plot H (Site Plan Review of a Contractor's Office at 6601 Crystal Hill Rd.)**

- 1. Engineering requirements before the replat will be signed:**
  - a. Owner's Engineer shall submit final plat to City Engineer prior to receiving final Planning Department approval.
  - b. Provide ½ of 100' ROW dedication.
  - c. Replat will be submitted in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - d. Provide approval from City Engineer on detention.
- 2. Permit requirements/approvals before a building permit will be issued:**
  - a. Provide approved City ordinance allowing contractors office.
  - b. Prior to construction, Owner's Engineer shall submit stormwater plans and detention calculations to City Engineer who shall provide written approval to Planning Department if in compliance with City regulations. Drainage submittal shall also include:
    - i. Proposed pipe material specifications.
    - ii. Proposed trench and bedding details, materials and specifications.
  - c. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
  - d. Provide AHTD driveway permit.
  - e. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
  - f. Provide Arkansas Department of Health approval for water and sewer facilities.
  - g. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.
- 3. Meet the requirements of the City Engineer, including:**
  - a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
  - b. Show street ROW.
  - c. Show building setbacks and label.
  - d. Show area in acres of proposed lot.
  - e. Construct driveways according to AHTD standards. Contact AHTD Resident Engineer Mike Hays at 501-945-9514.
  - f. Meet City Engineer's requirements on detention.
  - g. Proposed project is in a previously undeveloped area. Coordinate with ADEQ.



- h. Show existing and proposed contours on site plan.
- i. Show existing and proposed utilities and service lines.
- 4. **Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Dumpster to have masonry screening.
  - c. No fence is to be within a front building line.
  - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 5. **Meet the requirements of the Master Street Plan, including:**
  - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards or signed waiver
  - b. Provide ROW dedication.
- 6. **Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide 4 street trees 40' on center.
  - d. Provide 2 parking lot shade trees.
  - e. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 7. **Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
  - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 8. **Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
  - b. Meet Fire Marshal's requirements on fire hydrant location.
  - c. Fire hydrants to be within 400 feet of all areas of building.
- 9. **Meet the requirements of CAW, including:**
  - a. Water is available to the site.
  - b. All CAW requirements in effect at the time of request for water service must be met.
  - c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
  - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
  - e. Approval of plans by AR Dept. of Health Engineering Division is required.
  - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 10. **Meet the requirements of NLR Wastewater, including:**
  - a. A complete set of drawings for development must be submitted to NLR Wastewater.
  - b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Ms. Karen asked what type of building is going into this location. Mr. Phillip Lewis stated that Bert Black Services will build a pre-engineered building with a built up office on the front. They will use this location to store their company vehicles. Mr. Keith Hawkins asked if the zoning would change. Mr. Lewis answered no it will not change. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

**D. SD2016-18      Strawn's Addition, Lot 9DR (Site Plan Review of a gym and education building at 5601 Pritchard Dr.)**

1. **Permit requirements/approvals before a building permit will be issued:**

- a. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
  - b. Pay the drainage in-lieu fee of \$5000/acre for all new impervious surfaces or provide detention.
  - c. Provide CNLR Floodplain Development Permit.
  - d. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
  - e. Provide Arkansas Department of Health approval for water and sewer facilities.
  - f. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.
- 2. Meet the requirements of the City Engineer, including:**
- a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
  - b. Driveway radii returns built to City Engineer's specifications.
- 3. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Dumpster location to be behind building. Remove dumpster from ROW.
  - c. Dumpster to have masonry screening.
  - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 4. Meet the requirements of the Master Street Plan, including:**
- a. Sidewalks have previously been waived.
- 5. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide (10) street trees as shown
  - d. Provide (11) parking lot shade trees as shown
  - e. Parking lot shade trees must be at the furthest 10' from edge of paving.
  - f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - g. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 6. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
  - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 7. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
  - b. Meet Fire Marshal's requirements on fire hydrant location.
  - c. Meet Fire Marshal's requirements on sprinkler system.
  - d. Fire hydrants to be within 400 feet of all areas of building.
- 8. Meet the requirements of CAW, including:**
- a. Water is available to the site.
  - b. All CAW requirements in effect at the time of request for water service must be met.
  - c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
  - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
  - e. Approval of plans by AR Dept. of Health Engineering Division is required.
  - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.



**9. Meet the requirements of NLR Wastewater, including:**

- a. A complete set of drawings for development must be submitted to NLR Wastewater.
- b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Mr. White asked why are the sidewalks being waived. Mr. Spencer stated that over 10 years ago, it was industrial and it was rezoned commercial and City Council and Commissioners approved it for that subdivision. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

**Public Hearings:**

1. **Conditional Use 2016-6: POSTPONED.** To allow a used automobile outdoor sales lot in a C-4 zone located at 2006 Highway 161.
2. **Conditional Use 2016-7:** To allow outdoor rental storage in a C-4 zone located at 3719 E. Broadway.

The applicant, Mike Marlar representing Hums Hardware, was present. He stated that they have made a request for sidewalk waiver.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against the application.

There were no comments.

**Conditions:**

1. Outdoor area for display of rental equipment limited to area shown on map
2. All elevated or extended boom trucks, lifts, cranes, and any other heavy equipment that can be elevated or has extensions shall be displayed on the rear half of the display area.
3. New landscaping on Broadway to match the landscaping of the eastern abutting property.
4. Provide 7' ornamental fence along Broadway and 48' along Dixie to match existing 7' ornamental fence to the east.
5. Provide 6' black chain link fence along Dixie.
6. Current building existing on site to be demolished
7. Applicant must meet all applicable Federal, State, County and City requirements and codes
8. Business license to be issued after Planning Staff confirmation of requirements
9. Applicant/owner understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter

Chairman Clifton asked for a roll call vote on the application.

<b>Alexander</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>
<b>Belasco</b>	<b>Absent</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>No</b>
<b>Chambers</b>	<b>Yes</b>	<b>Harris</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

Conditional Use 2016-7 was approved with (7) affirmative, (1) opposed and (1) absent votes.

3. **Conditional Use 2016-8:** To allow a Contractor's Office in a C-3 zone located at 6601 Crystal Hill Rd.

The applicant, Phillip Lewis, was present.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against the application.

Mr. White stated that staff should give an explanation to Mr. Hawkins about the conditional use.

Mr. Shawn Spencer explained what the conditions are for this application. He stated that the house on site will remain for security and that someone will be living there.

Chairman Clifton asked if there were any further comments.

There were no further comments.

Conditions:

1. Allow existing house to remain.
2. Meet Site Plan Review requirements of Planning Commission.
3. Any gates meet requirements of the Fire Marshal.
4. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
5. Business license to be issued after Planning Staff confirmation of requirements.
6. Business license holder understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.
7. No outdoor storage of materials allowed.

Chairman Clifton asked for a roll call vote on the application.

<b>Alexander</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>
<b>Belasco</b>	<b>Absent</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Harris</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

Conditional Use 2016-8 was approved with (8) affirmative and (1) absent votes.

4. **Rezone 2016-3:** To rezone from R-4 to I-2 to allow for truck and outdoor material storage.

The email from Alderman Taylor was recognized, stating that he is opposed to this application.

The applicant, Mr. Jim Walker, was present. He stated that they would like to use this space to store materials and their company vehicles.

Alderman Witcher stated that this company is a very important business to the City, he gave a brief explanation of what this company business is and their profit.

Ms. Victoria Brown owns property in this area, she stated her opposition.

Ms. Taylor owns property in the area, she stated her concern about the truck noise and their hours of operation.

Mr. Foster asked if this is a cleanup situation and has the property been used for storage.

Mr. Spencer stated that this is an ongoing concern with Code Enforcement, there has been issues with the vehicles being stored there.

Mr. Foster stated that he understands the property owners and the company's stand point, he asked if there was something that can be done to help out both parties such as a special use or conditional use.

Mr. Spencer stated that the applicant was given the option for a special use, but decided he wanted a straight rezoning.

Mr. Chambers stated that if the applicant filed for PUD and that shows how the materials would be stored, better screening, a 25' buffer around the north, west and east side, he would likely support the application.

Ms. Alexander stated that she has received several phone calls opposed to this application.

There was further discussion regarding the standards of the PUD or postponement and oppositions.

Mr. Walker asked for this application to be postponed until next month.

A motion was made and seconded to postpone this application until next month.

Chairman Clifton asked for a roll call vote on the motion for postponement.

<b>Alexander</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Harris</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

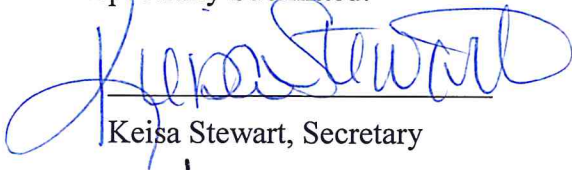
Rezone #2016-3 was approved with (9) affirmative votes.

**Public Comments/Adjournment:**

A motion was made to adjourn and it was seconded. The motion passed with (9) affirmative votes and the meeting was adjourned at 5:30 pm.



Respectfully Submitted:



Keisa Stewart, Secretary



Shawn Spencer, Director